

**QUARTERLY STAKEHOLDER MEETING MINUTES
HAMPTON, NH STORM WATER MANAGEMENT PLAN
JANUARY 13, 2005**

STAKEHOLDER MEETING

In attendance:

Doug Mellin	Operations Manager
Jennifer Kimball	Town Planner
John Croteau	Winnacunnet High School
Dave Spainhower	Sewer & Drainage
John Harwood	Town Planner
Kristie Rabasca	Aquarion Engineering Services
Randee McDonald	Aquarion Engineering Services

Not in attendance:

James Barrington	Town Manager
John Hangen	Public Works Director
Bob Walker	Sewer Inspector
Kevin Schultz	Building Inspector
Dick Violet	Engineer
Brett Schlanger	Hampton Public Works Intern
Keith Lessard	School Department
Ellen Goethel	Conservation Commission

1. Introductions
2. Comments on Prior Meeting Minutes. No comments were received on the last Stakeholder (10/14/2004) meeting minutes.
3. Review of Year 2 Goal Status (May 2004 – May 2005)

Public Education

1A. General Public Education Brochure

John has procured the Science Club to create a brochure for the storm water program.

ACTION ITEM: Randee will email him sample brochures and fact sheets to give the students ideas (completed).

ACTION ITEM: Randee will forward contact information of Julie Peterson of the UNH Cooperative extension, to help him with storm drain stenciling (completed).

1C. Classroom Education

Stenciling may occur again in the spring. John has contacted a Middle School teacher to see if there is any interest in this. John also stated that High School seniors need an exit project and he may pull in students to help with the stenciling. Brett Schlanger, the Hampton Public Works intern, and Doug Mellin may present their illicit discharge tracing activities to a class.

Public Participation

2C. Quarterly Stakeholder Meetings

- Next Meeting Date: **Thursday, April 14, 10:30**

Illicit Discharge Detection and Elimination

3B. Sewer Ordinance Revision

In March 2005, the town will vote on a warrant article that would allow Selectmen to adopt changes to the sewer ordinance. If the warrant passes, the new language stating that it is illegal to dump into storm drains will need to go before the public at a hearing prior to adoption. If the warrant does not pass, the sewer ordinance will go before the public at next year's (March 2006) Annual Meeting. Karen Anderson (Town Clerk) coordinates all public notices.

ACTION ITEM: Aquarion to send Doug a copy of the Center for Watershed Protection's IDDE Manual (completed).

Construction Site Runoff Control

4A. Sediment/Erosion Control Ordinance Memo

Jen provided Aquarion with a red line/strike out version of the Subdivision and Site Plan review ordinances. The Ordinance changes reflected discussion from last year's satellite meeting. The Planning Board has authority to make these changes. The changes will be made in Permit Year 3.

Post Construction Runoff Control

- No goals for Year 2

4. Annual Reporting

The Conservation Law Foundation recently sent letters to the USEPA concerning several of the New Hampshire NOIs. Their discussions included the cities of Greenland and Portsmouth, the New Hampshire DOT, and New Hampshire MS4s in general. Overall, the CLF stressed that in order for the storm water regulations to be effective, they must be properly implemented. The CLF discussed smart growth strategies were lacking in the plans, which were overall believed to have "vague" measurable goals and "inadequate" BMPs. These letters can be viewed at www.clf.org.

5. Additional items discussed with Doug Mellin following the meeting

Public Education

1B. Media Message

- The Seacoast Coalition video is being played on Channel 22 three times a week: Sunday at 10:30 a.m., Wednesday at 9:30 a.m., and Saturday at 4:30 a.m.
- The Hotline number will be posted on the DPW website upon its completion in February or March

Good Housekeeping/Pollution Prevention

6A. Municipal SWPPP

- ACTION ITEM - Next quarterly inspections of DPW to be completed by Brett in January 2005, April 2005, and July 2005

6B. Aquarion completed inspections of municipal operations and their BMPs with Brett on November 2, 2004

- ACTION ITEM – Aquarion to finalize report and send to Doug (completed)

6D. Catch Basin Cleaning Residuals – placed behind transfer station in bulk materials storage area. Liquid runs off, solids dry and are composted.